



**MEETING MINUTES  
LARADON HALL SOCIETY<sup>1</sup>  
BOARD OF DIRECTORS MEETING**

August 23, 2016  
4:00 p.m. – 6:00 p.m.

**Members Present:** Jason Adams, Rachel DeWitt, Emily McKissick-Diaz, Dennis Morgan

**Members Absent:** Greg Beacom, Frank Sommer, Larry Burgess, Tom Welch  
The following absent members gave their proxy votes to Jason Adams via email; Jim Garcia, Allen Lenort, Greg Beacom, Mike Burns

**Laradon Staff:** Doug McNeill, Tilman Adair, Corey Kala, Angela Rotello, Annette Lambeth

**Candidates for Membership Present:** N/A

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**I. PRELIMINARY**

- A. CALL TO ORDER:** Jason Adams called the meeting to order at 4:00 p.m. A quorum was not present. However, absent members listed above gave their proxy votes to Jason prior to the meeting.

**II. APPROVAL OF MINUTES**

- A. MINUTES:** Mr. Adams stated that they will dispense the reading of the minutes. Minutes from June 2016 need the following corrections: A correction to the date from 20165 to 2016. Mr. Morgan made a MOTION to accept the June minutes with corrections, Mrs. DeWitt seconded the motion. All voted in favor.

**III. Appointing of New Board Chair**

- A.** Nancy Hodges submitted her resignation as the Chair for the Laradon Hall Society Board to Doug McNeill. The Board and Laradon appreciate Nancy's service to the Board and for serving as our Board Chair. Mr. Morgan made the MOTION to accept Nancy's resignation, second was made by Mrs. McKissick-Diaz. All voted in favor.
- B.** The Executive Committee had a conference call regarding Nancy's resignation and appointing a new Board Chair. The Executive Committee agreed to ask Frank Sommer, Vice Chair to complete this term as Board Chair. Rachel spoke with Frank to ask if he would to take the Board Chair position for the rest of the term; he has agreed. Mrs. DeWitt made the MOTION to accept Frank Sommer as the Board Chair for the rest of the term; Mrs. McKissick-Diaz made the second. All voted in favor.

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<sup>1</sup> These minutes are the confidential proceedings of the Laradon Hall Society Board of Directors. Directors are advised to use good judgment and common sense in discussing obviously sensitive matters. These minutes are not to be distributed beyond the Board of Directors without the approval of the Board Chairman.

#### **IV. FINANCIAL REPORT**

##### **A. FINANCIAL REPORTS:**

- a. Corey reviewed the Consolidated Financial Statements and Laradon's Financial Statements ending July 31, 2016.
  - i. For July, Laradon's revenue was \$932,770, with expenses of \$945,208, showing a net loss of \$-40,545 after depreciation.
  - ii. Mrs. McKissick-Diaz made a MOTION to approve the financial reports. Mrs. DeWitt seconded the motion. All voted in favor.
- b. EKS&H has completed Laradon's audit; Doug, Corey and Jason will meet to review and approve the audit. EKS&H will attend the October Board meeting to present the audit.
- c. The Budget and Finance Committee approved a change in the pay day schedules starting January 2017, Laradon's pay periods will be changed to a Sunday to Saturday work week. Pay days will be moved from every other Wednesday to every other Friday. We will still have 26 pay periods. There will be one pay check that will have 3 days of pay to avoid staff having to wait additional days for the first pay period. 2017 will have 27 pay periods due to the adjustment.

#### **V. REPORTS**

##### **A. CEO Report:**

- a. Doug McNeill introduced Dr. Annette Lambeth as the new Director of Children Services. She comes from the Adams 12 School District.
- b. Doug and Tilman have been actively recruiting potential Board members to fill the three vacant seats. Doug will be presenting Susan Ruhl to the nominating committee in the next few weeks. He has a verbal commitment from Andrew Romanoff to join the Board in 2017.
- c. The Raleigh House is opening on September 1, 2016 with three residents.
- d. We are exploring the opportunities of opening an Aurora satellite location. We are meeting with Developmental Pathways to discuss a potential partnership for a satellite.
- e. Shopworks is putting together a budget for the consolidation of the North campus programs moving to the South campus. The leadership team has been making recommendations on the layout of the South campus to meet the needs of the programs and school.
- f. Doug shared and discussed the business model that Laradon is following to providing a guide for the leadership at Laradon to provide the best services for those whom we serve at sustainable resource levels.
- g. Starting September 1<sup>st</sup> the Adult Programs are being restructured under Donna Thurston, Director of Adult Programs; Linda Haskins, Assistant Director of Adult Day Programs; and Jobey Kings, Assistant Director of Community and Employment Programs.

##### **B. LARADON FOUNDATION:**

- a. Mike Burns reported that the RFP's for the management of Laradon's investments have been sent out. The Investment Committee will be reviewing the proposals in October.
- b. Tilman Adair reported the Foundation office will be adding a new staff position, Development and Communications Manager. This staff member will be focusing on individual donors, event organization and communications regarding Laradon and the Laradon Foundation.
- c. FY17 Q1 focus for the Foundation will to expand the individual donor giving; consistent written communications; events for cultivation and networking.
- d. FY17 Q2 focus will be to build on networking and corporate connections to expand the relationships in preparation of the Capital Campaign.
- e. FY17 Fundraising Plan:
  - i. Development and Communications Manager will focus on individual donors (\$2000 or less);
  - ii. Foundation and Corporate Relations Manager will continue writing grant proposals and fostering the already established relationships;
  - iii. Executive Director will:
    1. Be involved with any solicitation over \$5000,
    2. Expand the Planned Giving program,
    3. Comprehensive Campaign,
    4. Develop a Campaign Committee with members of the Board working with their "Friends and Contacts",
    5. Continuing to lead the Foundation Department.
    6. Capital Campaign will start around the first of the year, once master plan has been completed.
- f. In October the Foundation will be hosting a Cultivation Event at Laradon. We will be sending out more details in the upcoming weeks.

**V. OLD BUSINESS:**

- A. At the June meeting it was decided that Laradon would post on the website the list of Board members, minutes, budget, audit and 990 tax form. Corey has now updated the website.

**VI. OTHER BUSINESS:** None

**VII. NEW BUSINESS:**

- A. With the change in the months of the Laradon Society Board meetings, the bylaws will need to be amended to extend the terms of the Board Members to end in February instead of January.

**IX. ADJOURNMENT**

- A. Mr. Morgan made a MOTION to adjourn the meeting, Mrs. DeWitt made the second. The meeting adjourned at 5:30 pm.

Submitted by:



Date:

